



FREMONT PLANNING BOARD

January 23, 2008

Meeting Minutes

Approved February 20, 2008

Present: Chairman Roger Barham, Co-Chair and CC Rep. Jack Karcz, Members Leon Holmes, Jr., Mark Pitkin, Building Official Thom Roy, and Land Use AA/Recording Secretary Meredith Bolduc.

Also present: John (Jack) Downing.

Salvatore Angelone joined the meeting at 7:20 pm.

Mr. Barham called the meeting to order at 7:05 pm.

MINUTES

Mr. Karcz made the motion to approve the minutes of the January 9, 2008 meeting as written. Motion seconded by Mr. Holmes with unanimous favorable.

MEMBERS

Mr. Barham stated that Mr. Downing and Mr. Angelone have related their desire to join the Planning Board. The Planning Board currently has vacancies for the positions of two full board members and four alternate members. The Members agreed that both Mr. Downing and Mr. Angelone would be valuable additions to the Board. Mr. Holmes made the motion that the Board recommend to the Selectmen that Mr. Downing be appointed as a full board member. Motion seconded by Mr. Karcz with unanimous favorable vote. Mr. Karcz made the motion that the Board recommend to the Selectmen that Mr. Angelone be appointed as a full board member. Motion seconded by Mr. Holmes with unanimous favorable vote.

ENERGY COMMITTEE

Present: Bob Larson

Mr. Larson came in at the Board's request to discuss the possibility of including an Energy Chapter to the Fremont Master Plan. Mr. Larson distributed a document which showed that the goals of the Fremont Energy Committee are:

- a) Reduce energy consumption in municipal facilities and activities through conservation and utilization of alternative and state of the art energy sources.
- b) Promote the use of alternative energy technology and conservation measures to the general public.
- c) Work with all departments and boards within the Town to develop procedures, codes, zoning, etc. which will comply with or exceed state and national standards pertaining to energy efficiency.
- d) Work with other public, private and quasi-government entities to share information regarding technology and statutory issues.

Mr. Larson also suggested in the document that the following items to consider for the Master

Plan, based on the input from the Governor's Task Force on Climate Change, Rockingham/Strafford Energy Alliance, Carbon Coalition, Jordan Institute and the Environmental Protection Agency (EPA) were:

- a) Making allowances and providing incentives for alternative energy installations such as wind turbines, solar (active and passive), geothermal, fuel cell and combined cycle.
- b) Ensure that installation of alternative energy is not added to the owners assessed tax evaluation.
- c) Incorporate energy efficiency oriented building codes and incentives for new and existing structures. (eg. LEED ratings: USGBC certification)
- d) Consider pedestrian oriented planning.

Mr. Larson stated that he and other committee members attend meetings relative to energy efficiency to gain knowledge of some guidelines for codes and directions that may be applicable, but have found none so far. Mr. Larson stated that he is currently a member of the Governor's Task Force on Climate Change and this force will be driving the process of utilizing energy conservation. Mr. Larson stated that the goals of the Governor's Task Force are that by 2010 we are back to utilizing 1990 energy levels and it graduates back from there.

There was a general discussion relative to each of the goals and suggestions Mr. Larson presented as well as future planning. Mr. Roy related that Fremont already requires that the homebuilder meets all of the State PUC building standards including the energy codes. The State Building Code includes the International Conservation Building Code that is orchestrated by the Public Utilities Commission.

Mr. West stated that the Rockingham Planning Commission (RPC) is doing a lot with energy lately and that the State is putting out a guidebook for energy efficient building guidelines. He added that one of the Planners at RPC is drafting a small wind-turbine ordinance because they exceed the allowed height requirements.

Mr. Roy asked if there is a way that the Energy Committee can provide a chapter for the Master Plan update the Planning Board is looking to have done by June 2008. Mr. Larson answered that a lot of the information is unclear at this point. Mr. West reported that RPC is drafting an energy chapter for the Regional Master Plan that can easily be scaled down for inclusion in the Town Master Plan. He added that it should give some ideas for the Town level, but did not know how soon it would be ready. He suggested that the Planning Board hire Clay Mitchell, who is most knowledgeable on energy issues, to come talk to the Planning Board.

Barham asked if the Energy Committee, as a group, is looking at setting up benchmarks for goals to achieve and methods of measuring them. Mr. Larson answered that the Energy Committee is intending to look at all of the energy used by all town buildings and then meet with each town entity to put together a short and long range plan to set some goals to reduce the metrics. At that point they hope to put together some rough figures of what energy the town would use in private residences. So first the Energy Committee will do an inventory and then they will come up with a plan to reduce the energy use. So the answer to Mr. Barham's question is yes.

Mr. West stated that there is a software package that shows how to measure the efficiency of a building.

GRAVEL PITS

C. L. Magnusson

Map 2 Lot 070

Mr. Barham reported that C. L. Magnusson came to meet with the Board last week, but due to the lack of a quorum there was no meeting. Mr. Magnusson requested the return of the excavation permit renewal application he recently submitted for his property at Map 2 Lot 070. The current permit expires on April 1, 2008. Mr. Magnusson stated that he has decided not to renew his excavation permit and instead will reclaim the small area of stockpiled material and offer the property for sale, giving the Town first refusal. Mr. Magnusson said that reclamation is done except for the area where a 60' x 100' stockpile of material is and that will also be done soon. The permit renewal package has been returned to Mr. Magnusson.

John Galloway

Map 5 Lot 035

Mr. Roy submitted that John Galloway is looking for a ruling from the Board of whether there is an alternative to digging a test pit at his excavation site which is all rock. The Members agreed with Mr. Roy that the Board should require that he stay 4' above seasonal high water table. Roy suggested that he put in a benchmark that showed the level.

After further discussion, it was the consensus of the Board that in cases where it is not practical to do a test pit (ie; ledge outcroppings) a benchmark which shows the seasonal high water table in the adjoining areas and demonstrates compliance with the 4' above the seasonal high water table (8' if the property is in the Aquifer Protection District) would be an acceptable alternative to digging test pits. The applicant is responsible to show compliance and submit the Engineering report. The excavation owners will be notified of this decision.

Mr. Roy stated that in 2003 the Planning Board began to require the town engineer to do a site visit and reported his findings to the Planning Board every year, but this practice was not continued. Mr. Holmes said that this was done at the PJP pit and he remembers that it was found to be expensive. It was suggested that the Board may want to reconsider doing this again.

There was a conversation relative to the PJP gravel pit being in the aquifer protection district thus making the requirement for the level of excavation at 8' above seasonal high water table, as per the zoning regulations. In checking the file Mr. Roy found that the PJP pit was permitted prior to the Aquifer Ordinance so that pit is bound to 4'.

The Merrill pit was briefly discussed. It was noted that in September 2007 Jonathan Merrill agreed to fill the area of the travel way that had been excavated below 4' with the material that is on the site and to re-bound, re-flag and mark out the property. Mrs. Bolduc reported that the Board has received a report from Promised Land Survey stating that they have done the boundaries and Gary Merrill told her in a phone conversation today that the low area will be filled today or tomorrow and that he will be submitting his renewal application soon. Mr. Roy noted that the Merrill pit has a court order which says that they can do no blasting and no crushing.

MASTER PLAN

The Board discussed the following Master Plan scheduling table as created by Mr. Roy. This table indicates the status of each chapter of the Master Plan and what to expect moving forward. This will become an ongoing document that will be updated with each amendment.

Planning Board Scheduling and Planning Master Plan Update						
Chapter Category	Initial 1987 Plan	Fremont Master Plan 1999	New Chapter	Delete or No Update	Next Update Planned	Update Cycle 5-10 yrs.
<i>Introduction</i>	*	1995-U, 1998-U			June 2008	update as each chapter 6/2008 RPC/Dave
<i>Contents (Table of Contents)</i>	*	1998-U			June 2008	update as each chapter 6/2008 RPC/Dave
<i>Community Goals</i>	*	1998-R		XX	n/a	included w/new Vision Chapter – RPC/Dave
<u>Vision (M)</u>			2006		add in 6/2008	include in 6/2008 update -Done – RPC/Dave
<i>Natural Resources</i>	*	1998-R			3/2008 draft 2/13/08	Natural Resources and Conservation Preservation merged to a single <u>Natural Resources Chapter</u> and should be done for 2007 – Need funds from CC – Approx \$750 – currently completed and planned for review RPC/Dave
<i>Conservation and Preservation</i>	*	1995-U, 1998-R		XX		
<i>Recreation</i>		1995	2008		6/2008 draft TBD	Gets its' own chapter @ next update and to ready for June 2008 –Recreation members volunteer to write – Renee King – in progress
<i>Water Resource Mgt & Protection Plan</i>	*	1998-R			???	?? is this part of new Natural Resource Chapter (David to determine) close for 2/13/08
<i>Community Facilities</i>	*	1993-U, 1998-R			6/2008 draft 2/20/08	Pre-paid and should be done for 12/2007 – RPC/Dave
<i>Construction Materials</i>		1998-R		XX	n/a	Contents to be included in Land Use Chapter – RPC/Dave
<i>Public Utility & Services</i>	*	1998-R				Priority – when is this planned for – not planned for 2008
<i>Housing Element</i>	*	1995-U, 1998-R			6/2008	CTAP grant – Funding in progress - RPC/Dave
<i>Cultural & Historical Resources</i>	*	1993-U, 1998-R			6/2008	Sandy Thomas volunteer rewrite for June 2008 – ready for review
<i>Transportation</i>	*	1993-U, 1998-R			6/2008	Funded w/DOT through RPC/Dave

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<u>Capital Improvement Program</u>		2007			Annually	Annual/Sept – will not be part of Master Plan Document
<i>Growth Management</i>	*	1998-U 2001-U			n/p – re-visit	revisit for inclusion of existing version
Existing & <i>Future Land Use</i>		1998			6/2008	Merged as single <u>Land Use Chapter</u> – Contracted for next update and planned for June 2008 – TBG RPC/Dave
<i>Land Use (M)</i>						
Economic Development					n/p	Need PB review and discussion – not planned for 6/2008 update
Natural Hazards			2008		6/2008	Town has Hazard Mitigation Plan – and reference to this will be made as part of the June 2008 updating. RPC-Dave
Regional Concerns					n/p	Need PB review and discussion – not included for 6/2008
Localized Neighborhood Plans					n/p	Need PB review and discussion – not included for 6/2008
Community Design Elements					n/p – re-visit	Need PB review and discussion – re-visit – CTAP funding and application – RPC/Dave
Implementation & Action Plan					n/p	Need PB review and discussion – not included for 6/2008
Community Development Programs					n/p	Need PB review and discussion – not included for 6/2008
Outside Fremont Boundaries					n/p	Need PB review and discussion – not included for 6/2008
Energy Conservation					re-visit	RPC/Dave – energy chapter for review w/Bob Larson – Fremont Energy Commission – review for content in Master Plan
Publish Master Plan	*	1998/1999 - partial			2008	Targeted for 6/2008 RPC/Dave
Publish Chapter Updates & Revision Table			2008		6/2008	With next major publication – June 2008 – RPC/Dave

Legend:

(M) = mandatory content

n/p = not planned as chapter element in the Fremont Master Plan; opportunity exist to add these chapters as necessitated by change

Some chapters in 1995, 1998/1999 are ratifications of existing chapters and did not change.

-R Ratification – acknowledges chapter but did not update – re-approved as existed

-U Changes and updates

Master Plan RSAs reference is 674:1-4

Mr. West related that the Community Technical Assistance Program (CTAP) funds have been awarded for the updates on the Housing Chapter of the Fremont Master Plan but have not yet been released. He will find out when these funds will be released. In answer to a question by Mr. Barham, Mr. West stated that the Community Facilities Chapter should be done by March 2008. This is slightly over the December 31, 2007 completion date due to waiting for information to be provided by the Police Department and the School Board. Mr. West will contact these departments again.

The Board directed Mr. West to apply to CTAP for the funds to update to the Implementation and Action Plan Chapter of the Master Plan.

It was agreed that the NRI Chapter draft will be ready for the Board to review at the February 13, 2008 meeting and the Community Facilities and Historic Resources Chapter's drafts will be ready for the February 20, 2008 meeting.

FLOOD ZONE/AQUIFER/FLOOD MAP

Mr. West was asked if he had an idea of when the new Flood Zone/Aquifer Protection Map with the zoning districts overlay will be ready. Mr. West answered that it will be done a couple of weeks.

CAPITAL IMPROVEMENTS PROGRAM (CIP)

Mr. Barham reported that CIP worksheets have been received from the Fire Department, Historical Society, Conservation Commission, Tax Collector, Health Officer, Code Enforcement Officer, ZBA and Library to date. All departments were requested to submit their worksheets by January 15, 2008. At this time the Board of Selectmen, Parks & Recreation, Police Department, Rescue Department, Road Agent, Cemetery Superintendents, School Board Emergency Management and the Town Clerk have not returned their CIP worksheets and reminder letters have recently been sent.

SCRIBNER ESTATES

Map 2 Lot 001

Mr. Barham related that the Board received copy of a January 8, 2008 correspondence from the Conservation Commission to Daniel Perry relative to the Scribner Estates Conservation Easement that was a condition of the June 25, 2003 subdivision approval, referenced as

Easement #13 on the subdivision plan recorded as #D-31121, but has not been drawn and recorded. It was also stated in those minutes that all conditions were to have been met within 90 days of the approval. The letter documented that this Conservation Easement was to be deeded prior to building permits issued for the 5 lots affected, however it is known that one of the lots has been sold and was issued a building permit. In January of 2007 a letter was sent to Mr. Perry from the Building Official reminding him of the easement agreement and in March of 2007 Mr. Perry visited the Land Use Office and was given a copy of a sample easement. Mr. Perry has not submitted the easement deed.

Mrs. Bolduc reported that at the direction of the Conservation Commission Town Counsel has been contacted. The condition of the issuance of the Conservation Easement deed must be met in order to avoid revocation of the subdivision approval.

The Board received a January 14, 2008 Irrevocable Letter of Credit renewal for Daniel Perry Builders (for Thunder Road) from Banknorth, NA.

BLACK ROCKS VILLAGE

Map 3 Lot 015

Mr. Barham reported that the Board has received a copy of a December 12, 2007 correspondence from Hampstead Area Water Company to the Board of Selectmen advising that they are filing a petition with the State of New Hampshire Public Utilities Commission to franchise a limited area to serve the “newly developed subdivision/site known as Black Rocks Village.” The Board also received a copy of a January 8, 2008 acknowledgement to the Hampstead Area Water Company from the Fremont Board of Selectmen.

NATURAL RESOURCES INVENTORY (NRI)

Mr. West submitted the 6 new E-size (36” x 48”) NRI maps. Printing the maps as a D-size set for the Land Use Office was earlier requested, but the contract calls for the printing of one set and the funds do not allow for a second set. Mr. West indicated that he can print up the maps at the standard rate which is \$20 or \$25 if the maps have the Photos. So the price would be \$125 (5 at \$20 and 1 at \$25). Mr. West has also related that he can get a price quote for a new version of the tax map overlay, but he cannot do that project at this time as it would take a decent amount of time and work.

Mr. Karcz noted that in the original agreement with RPC there were to be small maps included for each respective section of the NRI text as amended by Theresa Walker.

CORRESPONDENCE

1. Notice of the April 26, 2008 Office of Energy and Planning 15th Annual Spring Planning & Zoning Conference. Information packets will be available by February 16, 2008.
2. Copy of a January 3, 2008 correspondence from NH DES to Rita and Lee Danley of Danley Demolition, Map 2 Lot 015.2, relative to use of a commercial solid waste incinerator and storage of construction debris at their 92 Scribner Road property.
3. Received a January 15, 2008 renewal of the Irrevocable Letter of Credit from Community

Bank & Trust for Shawn & Kim Senter for Moose Meadow Drive.

Mr. Karcz made the motion to adjourn at 9:45 pm.

Motion seconded by Mr. Holmes with unanimous favorable vote.

Respectfully submitted,
Meredith Bolduc, Secretary